

Sister Cities Committee Meeting
July 12, 2023

Please click the link below to join the meeting (you may join 15 minutes prior):

<https://us06web.zoom.us/j/85106941392?pwd=bVlvT3NCNDhSTEg0MGpu dTk3aUc5QT09>

Meeting ID: 851 0694 1392

Passcode: 071223

Agenda 7/12/2023

1. Call to Order: (do we have a quorum)
2. Additions/Deletions:
3. Approval of Minutes: **June 14, 2023**
4. Financial Report: **Doreen**
5. Liaison Reports: (As applicable)
 - i) Chamber
 - ii) City – **Anna**
6. Subcommittee: Latin Subcommittee - the Sister City of Interest
Subcommittee actions-**Nicole/John/Larisa**
7. Old Business:
 - i) Adult Delegation to Nyuzen (2023)
 1. Orientation
 2. Banner - **Pat**
 3. Gift - **John**
 - ii) Student Delegation from Nyuzen to Forest Grove (2023) – No action until adult delegation details are settled.
8. Nex Meeting
 - i) Date
 - ii) Time
 - iii) Location
9. Adjournment

Forest Grove/Nyuzen Sister Cities Committee Meeting Minutes

Meeting Date: June 14, 2023
Meeting Location: City Auditorium and Video Conference
Members: Present:
Nefedov, Larisa Chair
Nowlin, Nicole Vice-Chair
Anderson, Kermit Secretary
Allen, Linda
Beechwood III, John
Unander, Sig
Members Absent: Stapp, Azumi, Stenson, Doreen
Guest: Pat Truax
Others:
Blackmun, Rich Absent
Ruggles, Anna Staff Liaison
Wenzl, Malynda Mayor, Liaison

1. Call to Order

Meeting was called to order at 5:07 p.m. by Nefedov. Due to COVID-19 the meeting was held via Zoom conferencing as well as in person at the City Auditorium.

2. Quorum Yes

3. Minutes

Minutes from the April 19, 2023, meeting were distributed and reviewed. Corrections to financial report made.

Motion: moved by Nowlin, seconded by Unander to approve the minutes as corrected.

Motion carried. A second correction was submitted by Stenson following the meeting. The SCC balance reflects \$500 cashed out from the Bottle Drop account, not \$1500.

4. Financial Report Treasurer Stenson

- a. SCC Account balance is \$6067.84.
- b. SCC Bottle Drop account is \$181.10.
- c. The above balances reflect \$500.00 cashed out from the Bottle Drop account and deposited in the general fund.

5. Liaison Reports a. City (Ruggles)

City Council is holding work sessions on efforts to address homelessness entitled Homelessness: Time, Place, and Manner. The Forest Grove City Hall's South Parking Lot has been proposed as a site for overnight camping.

b. Chamber (Wenzl)

Mayor reports she is unable to attend Chamber meetings. Notes from the Chamber Friday meetings will be forwarded by Ruggles going forward. Updates from Chamber board meetings remain to be accounted for.

6. Subcommittees Updates—Latin American (Nefedov)

No report

7. New Business

None

8. Old Business

a. Adult Delegation to Nyuzen

- 1) Nyuzen has accepted the head count for the delegation.
- 2) All delegates are expected to attend the 70th anniversary celebration. Mayor is expected to speak at both the delegation welcome and the anniversary celebration. Mayor requests details of expected duration of remarks and place in the program.
- 3) Dress code for the welcome is casual, and more formal for the 70th celebration.
- 4) Ruggles reports some tickets have been booked with more to follow.
- 5) Motion: moved by Nowlin and seconded by Beechwood III: \$1000 usually awarded to a Pacific University student to accompany the adult delegation to Nyuzen, instead this year be awarded to SCC Chair Larisa Nefedov. Motion carried.
- 6) Delegate orientation and reception is scheduled for July 19 4:30 pm-6:30 pm at the Black Dog Bar and Grill.
- 7) At the orientation Beechwood III will show his work on the gift Forest Grove will present to the city of Nyuzen. He and Nowlin will collaborate on an appropriate inscription for the gift.
- 8) In an effort to provide for a wider exposure of Forest Grove city departments, businesses, community organizations etc. to the people of Nyuzen, Pat Truax has proposed making a video featuring clips of individuals from each group appearing with a congratulatory banner. The video and banner are to be presented by the adult delegation at the 70th celebration.
Motion: moved by J. Anderson and seconded by Beechwood III. To pursue the production of a banner congratulating Nyuzen on 70 years as a city and the production of a video featuring various groups from Forest Grove with the banner for presentation by the adult delegation at the 70th anniversary celebration in Nyuzen.
- 9) Ruggles will clarify details on gift exchanges to take place with the delegates and hosts at the welcome dinner.

b. Student Delegation to Forest Grove

No action until adult delegation details are settled.

9. Next Meeting(s)

Wednesday, July 12, 2023 5:00 pm. In person City Auditorium

10. Adjournment

Meeting adjourned at 6:04 pm.

Delegation Orientation FG Nyuzen Delegation Visit 2023 General Travel Tips

Introductions of delegation members (13):

Mayor Malynda Wenzl, Nate (spouse), and Cullen (son)
Karen Martinez, City Councilor
Larisa Nefedov, SCC President, and Paul (spouse)
Nicole Nowlin, SCC Vice President (Translator)
John Beechwood, SCC member
Anne Lane, Parks and Recreation Director
Gregory Robertson, Public Works Director, and Martha (spouse)
Former Mayor Peter Truax, Pat (spouse), and Sydney (granddaughter)
Kazuko Ikeda, SCC Charter Member

Purpose of the Visit: Mayor Wenzl will lead the 13-member delegation to Nyuzen in celebration Nyuzen's 70th Anniversary and celebration of 34 years as Sister Cities. Forest Grove sent a delegation to Nyuzen in 2019; canceled 2021 due to COVID.

Translator's role: Nicole has generously offered to assist the delegation during their travel to and from Nyuzen as our translator.

History of the City of Forest Grove Sister City Relationship: The cities began an official relationship in 1989, Forest Grove sent its first delegation in 1989 and the Forest Grove Sister City Committee was formed. Over the years, each city has offered hospitality to delegations as they visit and learn the culture and traditions of both cities and their communities. Ideas are shared on government, education and community lifestyles.

About Nyuzen: Nyuzen is northwest of Tokyo, on the Sea of Japan. It is framed by the Toyama Bay on one side and the Japan Alps on the other three. The country pays its citizens to grow their own rice, there are rice fields everywhere. Electric power is generated by the river and is sold to Tokyo. Nyuzen is well-known for its production of tulips and very large jumbo watermelons.

Flight: Depart TUESDAY, SEPTEMBER 26, 2023, JAL6391-E75 11:30 am and arrive at Narita International Airport on Wednesday, September 27, 4pm. The delegation's return flight departs MONDAY, OCTOBER 2, JAL068-767 5:35 pm and arrives in PDX on the same day at 2:45 pm. A few members are deviating their departure/return dates.

Preparation and Flight over. The flight time is 12+ hours -- bring medication that you may need while on the flight. Some eye drops, earplugs, eye-mask, and skin lotion can also help.

Travel Schedule: Meet at PDX at the [Japan Airlines](#) check-in as a group two hours before departure; carpool arrangements can be made during the orientation session. It is very important that all delegation members arrive on time in order to complete ticketing, baggage check and security clearance procedures to arrive at the gate on time to board. Make sure you have your passport with you before leaving FG. Make a copy of the photo page of your passport, and keep it in a separate place in a zip lock bag. Every time a non-citizen enters Japan, getting fingerprinted and photographed is required.

Luggage: First check bag is free. Keep your luggage as small and as lightly as possible. You will be responsible for pulling and carrying your own luggage. Bring an overnight carry-on bag (or backpack) for overnight stay in Tokyo. Make sure your luggage has name and address tag. Japanese trains do have much luggage space and pulling a suitcase through the train station and loading it on the train is difficult. We will be shipping luggage in advance to Nyuzen. There will be a minimal fee charged of approximately \$20, which you will pay with cash upon arrival. Upon arrival, transfer your toiletries, medication and change of clothing to your overnight bag, and any other important items that you will need during your overnight stay.

What to expect upon arrival? The group will take a chartered bus to the hotel. Have readily available at all times your passport.

Hotel: The delegation will be staying one night in Tokyo at the [ANA CROWNE PLAZA HOTEL NARITA](#). The delegation will take a chartered bus to the hotel. The ANA Crowne Plaza is located approximately 10 minutes from Narita International Airport. Your hotel room includes a free breakfast.

Rail Pass: The Green Pass is a first-class ticket, which allows you to access the comfortable and spacious seating areas. We will swap the Exchange Order for your JR Pass at the JR Exchange Office at the Airport upon arrival. You will need your Exchange Order and Passport readily available. Once the pass is activated, the validity period of each pass cannot be changed or extended.

It is very important that the group stay together while at the airport in Narita and when boarding the train. What to do if you get lost?

Tentative Itinerary:

9/28 (Thursday) – Check out. Depart around Noon to Nyuzen. Enthusiastic tour guides from the town hall in Nyuzen will greet the Forest Grove delegates. The delegates will meet and go home with their host families. The delegates will feast on traditional Japanese meals and experienced home-stay and an understanding of the Japanese culture. There is always plenty of warm hospitality, smiles, excellent food and kindness that makes you feel welcomed, comfortable and at home.

9/29 (Friday) – Day filled of exciting activities. The group will tour Toyama sites and take a trolley to the gorge. At 6pm, the delegates and host families attend a

welcome dinner reception (casual business attire). **What to expect at the welcome reception? Speeches, city-to-city gift exchange, and video presentation.**

9/30 (Saturday) – Delegates have a free day with their host families.

10/1 (Sunday) – 8:30 am, meet at Town Hall. 9am, attend Nyuzen's 70th Anniversary Ceremony. The group will tour Nyuzen sites during the day. 6pm, delegates go home with their homestay families. **What to expect at the ceremony? Speeches.**

10/2 (Monday) – 8:30 am, meet at Town Hall. 9am, depart Nyuzen to Narita International Airport. Land at PDX.

Cellular Phones: Japan runs on its own standard, which is different. Whereas, if your phone plan employs international roaming, you may be able to use your phone in Japan, but bear in mind it may be costly. To avoid this, **check with your carrier.**

Laptop or iPad: Only if you will REALLY need it.

Weather: Much like here, unpredictable. Japan's rainy season is usually from June to mid-July, and the summers are extremely sticky and humid. As summer transitions to autumn, Japan begins to cool down.

Attire:

- Dress modestly and avoid anything too revealing or provocative. Opting for more conservative clothing is always a safe bet.
- Women usually wear a shirt and cardigan or jacket, knee-length skirt or dress or trousers.
- Men usually wear a collar shirt and casual blazer or a jacket, and trousers. Ties are optional.
- Dress shoes for formal appearances and good pair of walking shoes or hiking shoes and slip-ons are most convenient for day activities.
- Heavy jeans are not recommended for traveling. If you have very light jeans or slacks, that works best.
- Bring a jacket.
- Bring a compact folding umbrella.
- Wear layers.

Business cards: Business cards are often presented during formal gatherings. If you have business cards or ordered business cards, you can exchange business cards. Accept a Japanese business card with respect, using hands, saying 'Thank you' or 'Hajimemashite' as you do so. **How and when to present a business card.**

Other:

1. Wait to be seated in a meeting room because there is a custom regarding which party sits on which physical side of the table.
2. Always smile, be pleasant, and be willing to learn.
3. Please help the slow walker, help each other, and be patient with each other.
4. Be aware that public restrooms are not readily available; keep this in mind if we are near a restroom.
5. Handkerchief and tissues are must. Some places do not have paper towels or toilet paper.

Money

- While credit cards are become more widely accepted, cash is preferred in Japan.
- You may exchange U.S. dollars for Japanese yen at the airport upon or use your bank card (debit card) to withdraw cash from an ATM at or near the hotel. **Make sure you have the right PIN to withdraw money.**
- Carry sufficient cash for your own personal expenses, such as transfer luggage fee, souvenirs, meals while in Tokyo and snacks. We usually recommend \$25-\$50 USD per person per day for spending money, and that'll cover meals, entertainment, and light souvenir shopping.
- Some establishments in Japan (like hotels) may accept US dollars, be aware that they will set their own exchange rates between the Japanese yen and the US dollar.
- It is unnecessary to pay servers a tip when dining out in Japan.
- Traveler checks are not welcomed, i.e., most shops do not know how to handle traveler checks.

Homestay Tips:

1. Ask whenever you have a doubt, or if you are not sure what to do, please do not assume.
2. Be open-minded to Japanese culture, which may be different from American. You may sometimes feel uncomfortable due to different customs and behaviors, but remember that you are in Japan!
3. Apology: Apology does not mean that you did something wrong. It only helps to smooth out communication. So, apologize a lot! It is very effective for Japanese human relationships.

Examples of the most important things, such as using the bathrooms, entering homes, manners at the table, etc.

Specifics:

1. Wash your hands when you get home.
2. When taking a bath, wash yourself outside the bathtub. Tub water is only for relaxation. Do not drain the tub water.
3. Most of the Japanese families take a bath in the evening. Please ask when they do and follow their rule.

4. You'll be instructed to take off your shoes and wear slippers while inside the homes. Use different slippers for the toilet; your host family will provide you with a pair of slippers.
5. If they serve something you cannot eat, apologize for not eating and explain why.
6. Greet when you get up, when you get back home, when you leave home, and when you go to bed.
7. Greet before you eat and when you finish eating.
8. If you have to wash something, your host family will do it for you. Just apologize, and then thank her. Do not push to do it yourself.
9. Try not to use their phone for international call. If you have to, get permission, and finish the conversation as quickly as possible.
10. Be sensitive about your host family's bedtime, wake up time, and time that you will need to leave in the morning. Be mindful to arrive on time in the mornings.
11. **Souvenir for the host family.** Bring small souvenirs for your host family.

Examples of types of small gifts:

- Oregon t-shirts (many Japanese wear S and M)
- Oregon hazelnuts
- Things you can find in Made in Oregon shop (mug cup, etc.)
- Books, calendars, notepaper, pens, scarfs, logo golf balls or tees, or anything with a logo, ornaments or any other small gift items; packaged food or hard candies make good souvenirs (avoid chocolate because it will melt).

ANY QUESTIONS OF US?

MAYOR WENZL CLOSING COMMENTS:

Leadership of the Sister City Committee: A big thank you to our Board of Directors who set the policies for the Sister Cities Committee, which is a working committee under the Chamber. The Board Members include: Larisa Nefedov, President; Nicole Nowlin, Vice President; Doreen Stenson, Treasury; Kermit Anderson, Secretary; and committee members Linda Allen; John Beechwood and, Sig Unander; and Anna Ruggles and Richard Blackmun, city staff, and Mayor Malynda Wenzl. We are always looking for new committee members and/or host families for the Nyuzen adult and student delegations.

Nyuzen plans to send a student delegation, consisting of 10 students and two adult leaders, tentatively scheduled for Saturday, October 28 – Wednesday, November 1, 2023. If you are interested in hosting a student or an adult guest, please contact Larisa Nefedov, larisa.nefedov@gmail.com, or Joyce Phillips, jphillips@forestgrove-or.gov.

**WE TRULY HOPE THAT YOU ENJOY JAPAN AND REMEMBER,
WE ARE REPRESENTING FOREST GROVE!**